



HOUSING POLICY  
DEVELOPMENT, HCD

MAR 27 2009

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West Sacramento, CA 95691

City Council  
City Manager  
City Clerk  
Human Resources  
(916) 617-4500

Building  
(916) 617-4683

Public Works &  
Community Development  
Planning  
Engineering  
(916) 617-4645

Finance  
(916) 617-4575

Housing &  
Community Investment  
(916) 617-4555

Information Technology  
(916) 617-4520

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(916) 617-4620

Redevelopment  
Economic Development  
(916) 617-4535

Refuse & Recycling  
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(916) 617-4589

**FIRE**  
2040 Lake Washington Boulevard  
West Sacramento, CA 95691

Administration  
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**POLICE**  
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West Sacramento, CA 95605

Administration  
(916) 617-4900  
Code Enforcement  
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1951 South River Road  
West Sacramento, CA 95691  
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March 25, 2009

California Department of Housing and Community Development  
Division of Housing Policy Development  
P.O. Box 952053  
Sacramento CA 94252-2053

Re: Housing Element Annual Report

Dear Housing Policy Development Staff:

As required by Government Code section 65400, enclosed please find the City of West Sacramento's Housing Element Annual Report for the period covering January 1, 2008 to December 31, 2008. We are pleased to report that the City has made significant progress in achieving a number of Housing Element Programs, such as:

- **Program 1.4 – Redevelopment Project Area Goals:** The City continues to implement Chapter 15.10 of the Municipal Code regarding inclusionary housing requirements in the Redevelopment Project Area. During the reporting period, one moderate-income unit at Project Good (4<sup>th</sup> and "B" Streets) received a building permit. Project Good is a LEED Certified new development and at completion will provide two very-low income units, three moderate-income units and 30 market-rate units. In addition, the Agency provided an additional 1.45 million loan to the West Sacramento Housing Development Corporation for the acquisition of a 22 unit multifamily property, which units were combined with the acquisition of two previous properties to create Patios/River Rose. All units at Patios/River Rose are undergoing substantial rehabilitation and will create a total of 33 very low-income units and 12 low-income units.
- **Program 1.6 – Pursue State and Federal Funding:** The City/Agency applied for and was awarded the following grant applications during the reporting period: a \$23,081,360 Infill Infrastructure Grant for the City's Bridge District; a \$200,000 EPA Brownfield Cleanup Grant for the City/Agency's Tower Court property; a \$950,000 EDBG Over the Counter grant


for a local business expansion loan; a \$1,221,882 CDBG grant for single-family rehabilitation, infrastructure for new construction affordable housing complex, and mobile home infrastructure improvements; a \$35,000 CDBG Planning and Technical Assistance Grant for a feasibility study for non-profit ownership of a mobile home park; and a \$35,000 CDBG Planning and Technical Assistance Grant to develop a strategy for improving the low-income neighborhoods of Bryte and Broderick. The City/Agency also applied for two additional EPA Brownfield Cleanup Grants (both for \$200,000) during the reporting period and are awaiting award notification. Lastly, the City/Agency applied for, but was not awarded, a \$900,000 CalHOME grant for mobile home rehabilitation and a \$2,000,000 HOME grant for the Parkside-at-City-Center affordable housing complex, which will include 61 units of affordable housing (including seven extremely-low income units), an on-site manager's unit, a 2,200 square foot community center, and a 1,600 square foot retail space.

- **Program 1.9 – Homebuyer Assistance:** The City continued to contract with the Home Loan Counseling Center to administer the First Time Homebuyer Program and provide First Time Homebuyer courses to applicants. During the reporting period, eight low-income first time homebuyers received down payment assistance from the City's First Time Homebuyer Program, for a total of \$499,477. Funds for the down payment assistance loans included the Community Development Block Grant Program (CDBG) and HOME Investment Partnership Program (HOME).
- **Program 2.3 – Preservation of Mobile Home Parks:** A Mobile Home Park Strategy was approved by the City Council in February 2008. The strategy established a Mobile Home Task Force (MHTF) to implement the six program components. The MHTF held monthly meetings during the reporting period and undertook all six program components. The following two program components of the strategy have been completed: Operating Standards for mobile home parks and establishment of a Mobile Home Park Change of Use Ordinance. The MHTF has also been working towards the implementation of a program for mobile home park owners to offer long-term leases and explored the concept of non-profit park ownership. To this end, City staff applied for and received a \$35,000 Planning and Technical Assistance Grant from the State CDBG Program for a feasibility study of non-profit ownership of a mobile home park. In addition, City staff applied for and received a \$125,000 CDBG grant for mobile home infrastructure improvements. Lastly, City staff applied for, but was not awarded, a \$900,000 CalHOME grant for mobile home unit rehabilitation.

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Division of Housing Policy Development  
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The report will highlight other areas where the City has made progress and where program objectives have not been met. Be assured that City Staff is working arduously to meet our Housing Element program objectives. Should you have any questions on the Report, please do not hesitate to contact Raul Huerta at 916-617-4555.

Sincerely,



Tina Gontarski,  
Director of Housing and Community Investment

enclosure

TABLE C

PROGRAM IMPLEMENTATION STATUS			
Program Description (By Housing Element Program Names)	Housing Programs Progress Report - Government Code Section 65583. Describe progress of all programs including progress in removing regulatory barriers as identified in Housing Element.		
Name of Program	Objective	Deadline in H.E.	Status of Program Implementation
1.1 Vacant Land Inventory to Accommodate Future Housing Needs	Evaluate housing production by type and affordability in the City every two years. Analyze housing production against sites identified in the land inventory. Maintain an adequate supply of land.	Update in 2008, 2010 and 2012	The vacant land inventory was updated in 2008 as part of the Housing Element update. The update revealed an adequate number of vacant and underdeveloped sites to accommodate its fair-share housing allocation through 2013. Vacant and underdeveloped sites are capable of supporting 12,294 new units, with a surplus capacity of 7,967 housing units. The next update to the Vacant Land Inventory is scheduled for 2010.
1.2 Inclusionary Housing Requirements for Residential Development	Enforce inclusionary housing ordinance for new construction. Rental: 5% affordable each to very low-, low-, and moderate- income households. Ownership: 5% affordable to low- income households; 10% affordable to moderate-income households.	On- going	During the reporting period, 5 low-income units received building permits. The permit activity represented Rivercrest, Hideaway and Project Good. City staff continues to work with developers for the implementation of the Inclusionary Housing Ordinance. Staff will be evaluating Chapter 15.40 (city-wide Inclusionary Housing Ordinance) and propose amendments by December 2009.
1.3 Density Bonuses	Update the Affordable Housing Density Bonus implementing ordinance (Chapter 17.48) Construct 10 affordable units through the density bonus.		A draft updated Density Bonus ordinance has been developed. The ordinance will be prepared for public comment by August, 2009.
1.4 Redevelopment Project Area Goals	Increase affordable housing stock within the West Sacramento Redevelopment Project Area by	On- going	The City continues to implement Chapter 15.10 of the Municipal Code regarding inclusionary housing requirements in the Redevelopment Project Area. During the reporting period, one moderate-income unit at Project Good (4 <sup>th</sup> and "B" Streets)



	developing 10 affordable units per year with the requirement that: 30% are developed or rehabilitated by RA by affordable to low- and moderate-income households (of which half must be very low-income). 15% of units developed or rehabilitated by other entities (public or private) be affordable (of which 40 % must be very low-income).		received a building permit. Project Good is a LEED Certified new development and at completion will provide two very-low income units, three moderate-income units and 30 market-rate units. In addition, the Agency provided an additional 1.45 million loan to the West Sacramento Housing Development Corporation for the acquisition of a 22 unit multifamily property, which units were combined with the acquisition of two previous properties to create Patios/River Rose. All units at Patios/River Rose are undergoing substantial rehabilitation and will create a total of 33 very low-income units and 12 low-income units.
1.5 Secondary Dwelling Units	Permit 5 secondary units during planning period.	On-going	The minimum lot size to allow for a second dwelling unit was reduced from 6,000 square feet to 5,000 square feet. While the Community Development Department believes that some secondary dwelling units were completed during the reporting period, a separate tracking system for the development of secondary units has not been implemented.
1.6 Pursue State and Federal Funding	Pursue sufficient State and Federal funding to achieve the City's new construction objectives of 289 extremely low-income units, 290 very low-income units, 527 low-income units, and 685 moderate-income units.	On-going	The City/Agency applied for and was awarded the following grant applications during the reporting period: a \$23,081,360 Infill Infrastructure Grant for the City's Bridge District; a \$200,000 EPA Brownfield Cleanup Grant for the City/Agency's Tower Court property; a \$950,000 EDBG Over the Counter grant for a local business expansion loan; a \$1,221,882 CDBG grant for single-family rehabilitation, infrastructure for new construction affordable housing complex, and mobile home infrastructure improvements; a \$35,000 CDBG Planning and Technical Assistance Grant for a feasibility study for non-profit ownership of a mobile home park; and a \$35,000 CDBG Planning and Technical Assistance Grant to develop a strategy for improving the low-income neighborhoods of Byte and Broderick. The City/Agency also applied for two additional EPA Brownfield Cleanup Grants (both for \$200,000) during the reporting period and are awaiting award notification. Lastly, the City/Agency applied for, but was not awarded, a \$900,000 CalHOME grant for mobile home rehabilitation and a \$2,000,000 HOME grant for the Parkside-at-City-Center affordable housing complex, which will include 61 units of affordable housing (including seven extremely-low income units), an on-site manager's unit, a 2,200 square foot community center, and a 1,600 square foot retail space.
1.7 Site Assembly by the Redevelopment Agency	Assemble parcels for one affordable housing project between 2008 and 2013.	On-going	The Agency maintains a Land and Vacant Land Inventory to assist in assessing potential sites for development. No sites were purchased/assembled by the Redevelopment Agency during the reporting period.
1.8 Manufactured Homes	Continue to allow construction of new mobile home parks and/or manufactured home subdivisions.	On-going	Information on the development of manufactured housing is provided at the City's permit counter and is available on the City's website. No sites have been identified for a new Mobile Home Park and no proposals have been submitted for new mobile home parks or manufactured home subdivisions.

1.9	Homebuyer Assistance	Assist 60 lower-income homebuyers	On-going	The City continued to contract with the Home Loan Counseling Center to administer the First Time Homebuyer Program and provide First Time Homebuyer courses to applicants. During the reporting period, eight low-income first time homebuyers received down payment assistance from the City's First Time Homebuyer Program, for a total of \$499,477. Funds for the down payment assistance loans included the Community Development Block Grant Program (CDBG) and HOME Investment Partnership Program (HOME).
1.10	Cooperation with Affordable Housing Providers	Complete at least one affordable housing project with the WSDC or another housing developer.	On-going	The Agency provided an additional \$1.45 million loan to the West Sacramento Housing Development Corporation for the acquisition of a 22 unit multifamily property, which units were combined with the acquisition of two previous properties (Patos de Castillo) to create Patos/River Rose. All units at Patos/River Rose are undergoing substantial rehabilitation and will create a total of 33 very low-income units and 12 low-income units.
1.11	Annual Report on Housing Element Implementation	The City will prepare an annual report to the City Council (as required by Government Code Section 65400) on achievements in implementing housing programs and meeting the objectives of the City's Housing Element. The report will include activities of all City departments responsible for implementing programs contained in the HE.	On-going	This report is being prepared for review by the City Council. Staff submits the Housing Element Annual Report every year for review and comment.
1.12	Address Housing Constraints	Update the zoning code, density bonus ordinance, and mobile home park ordinance to conform to current State law requirements and remove constraints on the development of housing affordable to all income levels.	On-going	Planning and Housing staff have met to discuss changes to the zoning code related to SB 2. Staff is also reviewing reasonable accommodation ordinances to develop an ordinance for City Council consideration.
1.13	Minimum Density of 20 dwelling units per acre in R-3 zones	To ensure that available sites are developed at densities greater than the minimum densities and an adequate number of housing units are developed to meet future housing needs.	On-going	In June, 2008 two Southport Development Agreements were completed, one for Yarbrough, a 3,004 housing units master plan, and one for River Park, a 2,284 housing unit master plan. All R-3 lands within these DAs will have a minimum density of 20 dwelling units/acre. Additionally, the City's General Plan DEIR, currently being developed, contemplates all R-3 land at a minimum density of 20du/acre.
1.14	Establish Urban Design Standards for the Triangle Specific Plan Area	Adopt Urban Design Standards for the Triangle Specific Plan area to encourage denser development and consider the results of the fee study to reduce development impacts fees.	On-going	Urban Design Standards have been developed for the Bridge District (formerly known as the Triangle Specific Plan area) and presented to the Planning Commission and City Council in workshops. These standards are scheduled to be adopted in June/July 2009.

2.1.1 Housing Rehabilitation (Single –family)	Assist in rehabilitating 15 housing units per year with funding provided by all applicable programs.	On-going	Mercy Housing California continues to administer the City's Residential Rehabilitation Program, which provides low-interest loans and grants to low-income owner-occupant residents of single family homes and mobile homes. During the reporting period, 12 grants and six loans were approved through the City's Residential Rehabilitation Program for a total of \$482,261.
2.1.2 Housing Rehabilitation (Multifamily)	Assist in rehabilitating 25 housing units per year with funding provided by all applicable programs.	On-going	The Agency provided an additional 1.45 million loan to the West Sacramento Housing Development Corporation for the acquisition of a 22 unit multifamily property, which units were combined with the acquisition of two previous properties (Patos de Castillo) to create Patios/River Rose. All units at Patios/River Rose are undergoing substantial rehabilitation and will create a total of 33 very low-income units and 12 low-income units.
2.2 Preservation of Affordable Rental Housing	Continue to maintain the affordability of subsidized rental housing in the City. (See also Program HE-PR-2.3)	On-going	No rent restricted units were at risk of converting to market rate rents during the reporting period.
2.3 Preservation of Mobile Home Parks	Assist all mobile home parks through this strategy.	On-going	A Mobile Home Park Strategy was approved by the City Council in February 2008. The strategy established a Mobile Home Task Force (MHTF) to implement the six program components. The MHTF held monthly meetings during the reporting period and undertook all six program components. The following two program components of the strategy have been completed: Operating Standards for mobile home parks and establishment of a Mobile Home Park Change of Use Ordinance. The MHTF has also been working towards the implementation of a program for mobile home park owners to offer long-term leases and explored the concept of non-profit park ownership. To this end, City staff applied for and received a \$35,000 Planning and Technical Assistance Grant from the State CDBG Program for a feasibility study of non-profit ownership of a mobile home park. In addition, City staff applied for and received a \$125,000 CDBG grant for mobile home infrastructure improvements. Lastly, City staff applied for, but was not awarded, a \$900,000 CalHOME grant for mobile home unit rehabilitation.
3.1 Energy Conservation	Increase public awareness and information on energy conservation opportunities and assistance programs for new and existing residential units and comply with State energy conservation requirements. See Programs HE-PR- 1.6 and 1.11.	On-going	The City is working with PG&E to promote energy efficiency, conservation opportunities, and assistance programs for residents and business interests.
4.1 Mixed-Use Development	Support construction of 150 housing units in one or more mixed-use projects between 2008	On-going	City staff continued to work with Pacific West Communities toward the development of Parkside at City Center, a planned 62-unit mixed-use development on West Capitol Avenue near the intersection of Sycamore Avenue. The project, approved

	and 2013. See Programs HE-PR-1.6 and 1.11.		by the City in 2007, will include 61 units of affordable housing, an on-site manager's unit, a 2,200 square foot community center, and a 1,600 square foot retail space. During the reporting period, staff applied for, but was not awarded, a HOME Program grant application requesting \$2,000,000 for gap financing for the Parkside at City Center project. In 2007, the Redevelopment Agency committed up to \$4,500,000 in Housing Set-Aside Funds for this project.
5.1 Local, State, and Federal Funding for Infrastructure	Support infrastructure improvements for 50 units of affordable housing, including new construction and/or revitalization in older neighborhoods. See Program HE-PR-1.6.	On-going	The City/Agency applied for and was awarded the following grant applications for infrastructure improvements during the reporting period: a \$23,081,360 Infill Infrastructure Grant for the City's Bridge District; and a \$125,000 CDBG grant for mobile home infrastructure improvements.
6.1 Yolo County Homeless Services Coordination Program	Maintain support, services, and facilities to assist West Sacramento homeless residents.	On-going	The City continues to provide \$20,029 annually to fund the Homeless Service Coordination Project. The planning process to write the Yolo County 10 Year Plan to End the Homelessness began during the reporting period. The plan, among other things, seeks to reduce the number of homeless by creating more humane and more economical systems to serve people experiencing homelessness. City staff attends monthly meetings and sits on the Executive Committee of the Yolo County Homeless and Poverty Action Coalition. Staff also participates in quarterly Northern California Homeless Roundtable workshops.
6.2 Section 8 Rental Assistance	Inform rental property owners who have been assisted with public funds, their obligations regarding the Section 8 voucher program and ensuring rental units are available to Section 8 voucher holders.	On-going	As part of the Affordable Housing Monitoring Program, City staff continues to work with properties with Regulatory Agreements to inform them about Section 8 Vouchers.
6.3 Equal Housing Opportunity	Promote and ensure compliance with State and Federal fair housing requirements; continue financial support of, and participation in, local joint power agreements to promote fair housing.	On-going	The Human Rights-Fair Housing Commission of Sacramento continues to provide and promote fair housing services in West Sacramento. The City participates in a bi-annual fair housing event sponsored by the Human Rights/Fair Housing Commission of Sacramento. Fair housing information and links are available on the City's website at: <a href="http://www.cityofwestsacramento.org/cityhall/departments/hci/services.cfm">http://www.cityofwestsacramento.org/cityhall/departments/hci/services.cfm</a>
6.4 Emergency Shelter and Transitional Housing	Continue to implement current zoning and permitting for homeless facilities and services.	On-going	The City continues to allow existing and new emergency shelter/transitional housing according to Chapter 17.23 of the Municipal Code, which identifies appropriate sites for such facilities and establishes clear guidelines for the development and



			management. No applications have been received for new emergency shelter/transitional housing facilities. The Broderick Christian Center, which manages a Transitional Housing Program, continues to operate in the City.
6.5 Accessibility for Persons with Disabilities	Increase accessibility in housing for persons with disabilities through facilitation of development, maintenance, and improvement of new and existing housing.	On-going	The City's Planning and Building Divisions enforce State and Federal accessibility requirements on new developments. A reasonable accommodation ordinance, to provide exception in zoning and land-use for housing for persons with disabilities, is yet to be adopted by the City.
6.6 Special Housing Needs	Collaborate with one or more affordable housing developers and secure sufficient funding to develop at least one special needs housing project between 2008 and 2013.	On-going	City staff continues to work with builders on inclusionary housing requirements to ensure housing will meet the needs of all household types. While staff works with housing developers to provide affordable housing for special needs groups, no specific incentives have been created for special needs housing. A 120-unit senior project, The Rivers Senior Apartments, was completed during the reporting period. The project provides 60 units of very low income senior housing and 59 units of low income senior housing. A 4 bed supportive housing facility was developed by the Yolo County Housing Authority.
6.7 Condominium Conversion Ordinance	To assist in the prevention of the loss of affordable housing units through conversion to condominiums. Develop a condominium conversion ordinance when needed.	On-going	The City's condominium conversion ordinance needs to be updated; however, this program will be delayed until the later years of this planning period due to the economic downturn.